



**Materials, Services, Facilities and Technology Fee
Fiscal Year 2016-2017 Budget Request Form***

DUE: Friday, January 15, 2016 @ 5:00 P.M.
Please return completed requests via email to gina.matibag@csuci.edu

If you have questions about this form, please contact Gina Matibag at (805) 437-3320
For additional information please consult the MSFT web page.

Project or Activity Title: Hydration Station maintenance

Name of organization requesting funds: Academic Affairs Date: January 11, 2016

Requestor: Dan Wakelee Contact Phone Number: (x8542)
E-mail: dan.wakelee@csuci.edu

Amount of MSFT Funding Requested: \$3,000

Date Funding Needed by: August 2016

Will you receive funds from any other source(s)? YES XNO
If yes, please detail amount requesting from other source(s) as well as your total request for fiscal year 2015-2016 (including request from MSFT).

Has this project or activity previously received MSFT funding? Yes
If yes, please attach copy of report

Please describe how the use of MSFT funds for this project or activity will benefit the CI student body.

Please provide the following in your application. You may attach additional pages and materials (applicants may be requested to meet with the committee to discuss proposals):

- Brief Project Description.** Describe the project and its benefits to the educational or co-curricular experience of students at CI. Please provide specific information about how MSFT funds will be used and their impact on the campus. Please describe how this project benefits CI students? Please describe items and provide justification if your request includes the purchase of computers, equipment, furniture or other materials. Please provide a timeline for implementation of the proposed project. If physical improvements are requested please describe need, scope and impact of work to be

completed. If the project includes provision of services please indicate the type of service, personnel costs and level or quantity of service to be provided with project funds.



In 2012-2013 the IRA committee provided funding to initiate several student driven sustainability projects. One of these projects was the evaluation and purchase of several filtered water stations. A total of 16 stations were initially purchased. Installation of these initial stations was supported by a combination of IRA, student housing, and academic affairs funds. In 2013-2014 MSFT and Student Union funds provided funds to purchase 10 additional stations. That year the MSFT allocation also provided funds to purchase replacement filters for existing stations and to install five new stations (Student Union paid for and install two stations).

As of January 2016 there are 21 operating stations whose operation is supported by MSFT funds across much of the campus including Aliso Hall, Broome Library and several locations in the North Quad (plus stations in Student Housing and Student Union that are managed by those facilities). As of December 2015 the hydration station program recorded providing **the equivalent of 2,992,112 water bottles since its inception at CI**. (248,924 bottle equivalents were recorded in the month prior to the end of the fall 2015 semester).

Funds requested for 2016-2017 will provide for maintenance and filter replacement for the stations across the campus. This will offer students continued access to filtered water stations in key locations throughout the campus.

This effort received overwhelmingly positive response from students and provides an alternative to the purchase of bottled water in plastic containers for students and other members of the campus community. Several classes and capstone projects have been engaged in efforts to promote use of water stations.

- Project/Activity Budget.** Please enclose a complete detailed budget of the entire project. Indicate (in **bold**) specific items of requested MSFT funding including (where applicable) a schedule and priority of project items to be considered if the project is funded at a reduced level. Were other, less costly, approaches considered when preparing the budget for the project? Are there elements that could be eliminated or deferred if funding is not available for the entire project?

	Item cost	Qty	Total
Hydration Station service	\$100	30	\$3,000
			\$3,000

Each station requires service at least once per year, stations with higher volume may require more than one service annually.

- Project Assessment.** Describe how the effectiveness of the project will be assessed and measures that will be used to determine if it has attained its objectives. Please note a

report will be due at the end of the semester (or fiscal year for annual projects). If funded, how will the project acknowledge the use of student funds so that students are aware that their student fees made (or helped to make) it possible? If appropriate, indicate how the project or activity promotes sustainability at CI.

This project is providing free high quality filtered drinking water to students. It significantly reduces the consumption of single use bottled water on the campus. Each water station contains a counter that records its use and associated reduction in plastic bottle use. 248,924 uses were recorded by December 2015 (more than double the number of uses in December 2014). As noted above the total number of bottle equivalents served by this program was 2,992,112 since its inception in March 2013.

4. Sources of Project Support. Please list the other sources of funding, and additional support for the activity. If this project or activity has been conducted previously please indicate how it was funded. Please explain if MSFT is the only source of support for the project.

Initial funding for the evaluation and purchase of filtered water stations was provided by the Instructionally Related Activities fund through its allocation for student sustainability projects in 2012-2013. Housing and Residential Education purchased and installed filtered water stations in student residences in conjunction with this project. The Student Union purchased and installed two hydration stations in the Student Union in 2014. Facilities Services continues to be supportive in providing technical assistance and staff support. The test water stations were configured and installed in spring 2013 without charge by Facilities Services. Facilities Services installed additional stations at a fixed charge of \$1,700 per station (absorbing any additional costs above that amount in cases where there are additional plumbing or installation costs). With installations of stations completed by the end of the Spring 2015 term, the MSFT fund is only responsible for ongoing station maintenance and filter replacement.

Fiscal Management: Project sponsor's unit or department may be responsible for incurred over and above what is funded through the MSFT. If support is requested for costs beyond initial award, or for use on activities or materials not included in approved proposals, the project sponsor must seek approval from the MSFT committee. The project sponsor will be responsible for managing purchases and transfers of funds related to approved projects.

Please review MSFT web page for information about the fund and its objectives before submitting your application.

Dan Wakelee
Requestor

Signature

1-11-16
Date

Dan Wakelee
AVP

Signature

1-11-16
Date

